

**MINUTES OF THE PROCEEDINGS
OF THE ECONOMIC DEVELOPMENT AUTHORITY OF THE CITY OF JORDAN
IN THE COUNTY OF SCOTT
March 16, 2021**

1.0 CALL TO ORDER

Present: Ryan Dahnert, Derek Nelson, Jeremiah Monyok, Dr. Amanda Schuh, Joe Spillman, Shane Ahlbrecht, Dr. Chuck Cook

Also Present: Nathan Fuerst, Planner/Economic Development Specialist; Tom Nikunen, City Administrator; Reeve Needham, Planning Intern

Meeting called to order at 6:30 pm.

2.0 ADOPT AGENDA

Motion by Monyok, second Spillman to adopt the agenda. Vote all ayes. Motion carried 6-0.

3.0 APPROVAL OF MINUTES

A. February 17, 2021

Motion by Ahlbrecht, second Monyok to approve the minutes as presented. Vote all ayes. Motion carried 6-0.

Nelson joins at 6:34pm.

4.0 NEW BUSINESS

A. Commission Guidelines/Protocols Overview

Fuerst presents the general administration of commissions including responsibilities, qualifications, and meeting procedures and reviews open meeting requirements. Nikunen explains that emails are blind copied to avoid serial meetings. Ahlbrecht asks about the compensation. Nikunen replies that commissioners are paid \$30 per meeting except for Council members and this happens typically twice a year. Monyok mentions that he did a lot of training with the League of Minnesota Cities as a new Council member about open meeting law and notes that these guidelines look standard, except that a Commissioner doesn't have to live in Jordan to be appointed. Nikunen explains this has happened for PRAC, for those who use the parks in Jordan, and EDA, for those who own businesses in Jordan. Dahnert asks if these guidelines could be posted to the website. Ahlbrecht asks who to talk to if he has ideas about future meetings. Nikunen says that typically, a commissioner could add it to the agenda or mention it under the commission member report and not ask via email. Spillman asks about what topics have been discussed already or what not to bring up. Fuerst mentions that the minutes from previous meetings are available on the website, although this would be tedious to review. Nikunen responds it would be better to simply ask at an EDA meeting. Spillman says he's trying to understand the different foci of the EDA including the downtown and industrial areas. Nikunen replies that in the past, the EDA has focused more on the downtown as it has needed the help, projects are cheaper downtown, and the City is limited on industrial land.

B. Business Survey Results – Downtown Master Vision Survey

Fuerst presents that a survey was sent to over 50 businesses downtown and we received about 13 responses. Questions included public infrastructure, hours of operation, advertising, parking, events etc. Dahnert notes that no matter how much parking is added, someone will still complain. Fuerst points out that the parking study in 2011 indicates that parking is generally adequate so it seems some are reluctant to walk far. Dahnert notes the railroad tracks seem to be a barrier and asks if parking is used at the Council chambers. Nikunen says typically 2-3 cars per day and when the food shelf was across the street, it was used much more frequently. Nelson asks if grants could include conditions on hours, as many businesses have limited hours. Dahnert responds that businesses probably know their needs for hours and that hours of operation and consistency in those hours are two separate issues. Nikunen replies that the City will post hours of businesses but their website or Facebook is not always updated. Monyok asks who is in charge of Cinco de Mayo. Nikunen replies that it's a group of people run through the Food Shelf including Tanya Velishek and Delia's. Dahnert comments that Heimatfest is its own entity. Monyok thinks the events are good, the car cruise, Cinco de Mayo, and suggests adding another event. Nikunen replies that the ANGP had a food truck festival the last two years. Schuh asks about the events planned last year before COVID. Fuerst explains that with the construction last summer, a series of events in June through August was planned including a Taste of Jordan event. Nikunen adds that we had applied for an arts/entertainment grant and talked to downtown businesses. Ahlbrecht asks if this could be considered this summer. Fuerst replies that with the uncertainty of COVID, it is difficult so it might be best to aim for 2022. Dahnert asks who would run the event. Nikunen said that the City was helping to facilitate, with garbage, picnic tables, printing etc. Spillman asks if there are events at the baseball stadium. Nikunen replies that there are tournaments and baseball days. Spillman suggests holding an event or concert there after a game. Ahlbrecht suggests coordinating with local businesses to be open during tournaments. Nikunen replies that we could do a map of specials at businesses, and that some will complain about the parking with tournaments. Monyok asks if building signage can be included for a grant. Fuerst replies yes. Nikunen adds that the City used to facilitate Ladies Night Out events and now the businesses run it themselves. Ahlbrecht suggest having fire trucks, police cars, and plows for a family event. Nikunen replies that the Celebrate Jordan event typically does that.

C. Future Discussion Topics

Fuerst presents the ideas from staff and Ahlbrecht and asks if there are suggestions for future topics, prioritization. Dahnert asks when the franchise list was updated. Fuerst replies over a year ago. Nikunen explains that staff would review the requirements for franchises to see which could build in Jordan and then brought the list to EDA. Monyok suggests adding lighting to beautify downtown. Nikunen mentioned this to public works and they are changing over to the brighter LEDs. Schuh asks about the land the City owns and if we still are intending to pursue hotels. Ahlbrecht asks if that is the only parcel the city owns. Dahnert explains it is the only developable lot. Monyok asks about the TIF policy. Fuerst suggests a joint session with City Council to align the EDA's goals with what the City Council is willing to do TIF for. Dahnert suggests holding a work session annually. Schuh asks about the EDA's role with housing. Nikunen explains the EDA is the HRA for the City and the state puts levy limits for cities. Dahnert asks what would come to the EDA for housing. Nikunen says that TIF is used for housing, the City has studied housing, and subsidies for affordable housing. Dahnert mentions that the Shakopee chamber is interested in partnering with Scott County communities and that Visit Shakopee has Jordan area businesses on it. Spillman asks what can we do to attract businesses to town, such as encouraging restaurants look nicer to attract more. Monyok points to Schmidt's building on Broadway, and how to attract a nice restaurant. Nelson adds that some signage downtown is old and inconsistent. Nikunen suggests looking at this for the downtown walk audit. Monyok asks about the guidelines

for the façade grant and if we have standards for downtown. Nikunen explains that we have design standards for downtown for new improvements, but can't retroactively enforce it, although we do have a sign ordinance. Schuh points out that updates to the sign ordinance failed at City Council last year. Fuerst explains that anytime there is a façade improvement downtown, it has to go through design review with the Planning Commission and then to City Council for approval. Dahnert asks what is eligible for façade improvements. Fuerst explains that generally, if it is visible from the public ROW, it is eligible. Dahnert adds that it can be up to staff discretion on when to bring up these additional topics as they see fit.

5.0 OLD BUSINESS

A. EV Charging Update

Nikunen mentions that the City Council chose not to do the EV chargers in the two parking lots at this time, to wait until there are more funding opportunities or a private business decides to do this. Someone approached Nikunen and offered to pay for the chargers in return for a leased parking spot, although Nikunen is not sure if the City Council would approve. Monyok mentions that it wasn't mentioned as much at City Council how EV chargers are less-so for residents and more for people driving through. Nikunen mentions that the promotional video that the EDA spent money on last year would be paid for if just one house was built. Spillman mentioned that as an EV car owner, he plans his trips around the chargers and knows to look for nearby restaurants, and there is not one nearby on 169. Nikunen replies there would have been one in Lions Park and one downtown with signage. The Xcel grant locks in the cost of electricity and is only for the fast-charging ones. Monyok suggests looking at the green space by Taco Bell to avoid the flooding of Lions Park. Dahnert asks if the chargers need to be on city property or if they could be installed in the Taco Bell parking lot. Dahnert asks about how long the leased parking space would be for. Spillman suggests talking to the downtown restaurants to see if they would pay for it. Nikunen says that is challenging as most businesses downtown don't have their own parking. Schuh clarifies that City Council shut it down because of the cost and that after the grants were applied for, the topic didn't return to the EDA. Dahnert clarifies the EDA never took formal action on the item. Monyok suggests presenting a plan on how to pay for the chargers. Dahnert asks if the EV chargers could be used to promote City businesses. Nikunen responds that the screening for the CenterPoint pipes could be a sign.

6.0 MANAGEMENT REPORT

A. General Management Updates

Nikunen reports that the Dakota developer is working on a pre-development agreement. Dahnert notes the tree trimming near the roundabout and asks about the timeline for the work. Nikunen replies the bids were approved last night and came in lower than expected, costing the City about \$200,000 in total. There will be a public meeting by MNDOT on March 24 about the roundabout.

Ahlbrecht asks if the City will be receiving the latest round of federal stimulus funding. Nikunen replies that it will be around \$729,000 over the next two years. Dahnert asks what it can be used for. Nikunen replies that it not yet clear, but it can be used to replace lost revenue such as the liquor license renewals, and no late fees on water bills. Monyok asks about the previous CARES funding. Nikunen says that was used for wages, PPE, the ambulance garage, new key fobs are the Fire Hall, EDA grants, technology etc.

B. Next Meeting- April 20, 2021

7.0 CITY COUNCIL MEMBER UPDATE

Schuh reports that the new Lagoon Shelter will be built soon and inquires if the EDA members are familiar with SCALE. Dahnert replies that he is a member. Ahlbrecht has heard of it, a coalition of partners along with the facility. Nikunen adds that every city, tribe, school district, soil and water district in Scott County is a member with the goal to work together to be more efficient. Each year the local legislators join for a meeting and share priorities, including the interchange and flood mitigation in Jordan.

Schuh asks for an update on the Timberline Park equipment. Fuerst replies the equipment has been purchased and will be installed when the weather is nicer.

8.0 COMMISSION MEMBER REPORT

Ahlbrecht notes that the downtown was busy on Friday night which was good to see. When at Grassmann Park, he heard a few families from out of town trying to figure out where to eat and suggests adding signage.

Nikunen replies that we are updating the business map signs and that one could be installed there.

9.0 ADJOURNMENT

Motion by Monyok, second Ahlbrecht to adjourn at 8:11pm. Vote all ayes. Motion carried 7-0.